



NORTH CAROLINA NATIONAL GUARD AGR VACANCY ANNOUNCEMENT



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|---|---------------------------------|-------------------------------------|---------------------------------|---|
| POSITION AND DUTY MOS: Personnel/Admin, 420A0 | RANK/GRADE: CW2 (WO1) | <input type="checkbox"/> | NATIONWIDE | ANNOUNCEMENT #: AGR-FTM 2017-44 |
| | | <input checked="" type="checkbox"/> | NCARNG SOLDIERS ONLY | |

UNIT, LOCATION, POC:
JFHQ-NC/ Raleigh, NC
POC: CW3 Ragone (984) 661-6399
jeffrey.t.ragone.mil@mail.mil

OPENS:
13 March 2017

CLOSES:
28 March 2017

POSITION DESCRIPTION: Serves as the fulltime Warrant Officer responsible for managing the daily training, administrative and logistical workload to prepare the unit and support of federal missions and state tasking's. Synchronizes day to day efforts of the fulltime workforce in support of the Commander's and S1 guidance for achieving command directed unit training, logistics and personnel readiness goals to include Strength Maintenance, Medical Readiness, DMOSQ, Timely Evaluations and FLIPLs, CSDP, Weapons Qualification, APFT Taken/Pass Rate, and completion of mandatory training requirements. Performs other duties as assigned.

QUALIFICATION REQUIREMENTS: **Open to all qualified WO1 through CW2 Branch 420A0. ANY NON-QUALIFIED APPLICANT WILL NOT BE CONSIDERED FOR INTERVIEW.** Must meet height/weight standards of AR 600-9 and present good military bearing. Must participate in physical fitness training in accordance with applicable regulations. Soldier will take the Army PT test semi-annually. Must have the appropriate security clearance as prescribed by the MOS and duties assigned within the unit. Must have normal color vision. Must meet retention medical/physical standards of Chapter 3, AR 40-501. Must be able to complete all military education requirements as determined by JFHQ-NC/NGB.

PLEASE READ DISCLAIMER: You, the applicant, are responsible for the completion and turn-in of your application, all contents, and attachments. Please insure that all required documents (As Applicable) on the checklist are included with your application. **INCOMPLETE APPLICATIONS WILL BE CONSIDERED "NOT QUALIFIED" AND, WILL BE RETURNED WITHOUT ACTION (RWOA).** **DEPLOYED APPLICANTS:** If you are deployed, submit a memo stating the following: you are deployed, tentative date of your redeployment and include all POC information – i.e. DSN phone numbers and all email address (es). The documents listed above must be enclosed (photocopies only – do not send originals) Applications and associated documents will not be considered for future vacancy announcements. Do not submit original documents. **MAIL APPLICATIONS TO:** NGNC-HRO-AGR, 1636 Gold Star Drive, Raleigh, NC 27607-3371. Applications must be received in the HRO Office or emailed to nq.nc.ncarng.mbx.hro-agr@mail.mil no later than 1630 hours (EST) on the closing date of the announcement. Applications must not be mailed using government-supplied envelopes or postage.

THE NORTH CAROLINA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

Eligible applicants will be considered without regard to race, sex, religion, national origin, or political affiliation. Due to restrictions in assignment to certain units and MOSs some positions may have gender restrictions.

AGR APPLICATION CHECKLIST
M-DAY SOLDIERS

- _____ 1. NGB Form 34-1 AGR Application, can be found at
<https://nc.ng.mil/resources/careers/AGR%20Documents/Forms/AllItems.aspx>
(Include e-mail address at the top 1st page of NGB Form 34-1)
- _____ 2. Certified copy of ERB/ORB
- _____ 3. Personnel Qualification Record (Must be pulled in last 30 days)
- _____ 4. DA Form 705 reflecting latest APFT (must be current within 1 year)
_____ DA Form 3349 Physical Profile (for alternate APFT).
- _____ 5. DA 5500 (If Applicable)
- _____ 6. IMR (within 15 months)
- _____ 7. DA Form 7349-R Annual Medical Certificate – Page 1 only (must be signed within 30 days).
<https://nc.ng.mil/resources/careers/AGR%20Documents/Forms/AllItems.aspx>
- _____ 8. DA Form 2166-8 NCOER / DA Form 67-8/9 OERs – last 3 copies.
_____ SPC/E4 or a newly promoted SGT (Don't have 3 NCOERs), Need a letter of
recommendation from Unit Commander or senior NCO (SFC/E7 or above).
- _____ 9. All DA 1059's
- _____ 10. All DD Form 214 (must have items 23-30 included),
- _____ 11. NGB Form 23/23b (Current National Guard Soldier) Retirements Points History Statement (RPAM)
(Must be pulled in last 30 days)
- _____ 12. DA Form 1506 (Army Reserve or Regular Army Soldier) Statement of Service.
- _____ 13. Predetermination Memo (Only for NCOs)

NOTE: Please insure that all required documents (As Applicable) on the checklist are included with your application. **INCOMPLETE APPLICATIONS WILL BE CONSIDERED "NOT QUALIFIED" AND, WILL BE RETURNED WITHOUT ACTION (RWOA).** Applications that have been returned without action will need to resubmit complete packets with the corrected documents before job announcement closes in order for their packet to be considered.

AGR APPLICATION CHECKLIST
AGR SOLDIERS

- _____ 1. OTAGNC Form 690-101, AGR Mobility Application, can be found at <https://nc.ng.mil/resources/careers/AGR%20Documents/Forms/AllItems.aspx>
(Include e-mail address at the top 1st page of NGB Form 34-1)
- _____ 2. Certified copy of ERB/ORB
- _____ 3. Personnel Qualification Record. (Pulled within the last 30 days)
- _____ 4. DA Form 705 reflecting latest APFT (must be current within 1 year)
_____ DA Form 3349 Physical Profile (for alternate APFT).
- _____ 5. DA 5500 (If Applicable)
- _____ 6. IMR (within 15 months)
- _____ 7. DA Form 7349 Annual Medical Certificate – Page 1 only (must be signed within 30 days).
<https://nc.ng.mil/resources/careers/AGR%20Documents/Forms/AllItems.aspx>
- _____ 8. DA Form 2166-8 NCOER / DA Form 67-8/9 OERs – last 3 (covering 36 months).
_____ SPC/E4 or a newly promoted SGT (Don't have 3 NCOERs), Need a letter of recommendation from Unit Commander or senior NCO (SFC/E7 or above).
- _____ 8. All DA 1059's
- _____ 9. Letter of Recommendation from Brigade AO.
- _____ 10. Current AGR Orders.
- _____ 11. Predetermination Memo (Only for NCOs)

NOTE: Please insure that all required documents (As Applicable) on the checklist are included with your application. **INCOMPLETE APPLICATIONS WILL BE CONSIDERED “NOT QUALIFIED” AND, WILL BE RETURNED WITHOUT ACTION (RWOA).** Applications that have been returned without action will need to resubmit complete packets with the corrected documents before job announcement closes in order for their packet to be considered.